



AIRPORT BOARD AGENDA

March 12, 2026 at 6:00 PM

Airport Alaska Room/Zoom

<https://juneau.zoom.us/j/81320381493>

Or join via audio: 1-253-215-8782 Webinar ID: 813 2038 1493

TO TESTIFY: CONTACT SHANNON VAN VALIN, 907-586-0962

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

A. August 14th, 2025 Airport Board Minutes

B. February 12th, 2026 Airport Board Minutes

4. APPROVAL OF AGENDA

5. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

6. NEW BUSINESS

A. North Terminal Reconstruction CIP Closeout and Funding Reconciliation Update

At the February Airport Board meeting, staff reported that CBJ Finance advised certain residual funds (previously estimated at approximately \$1.7 million) tied to the 2019 North Terminal Project closeout might not be available for airport use as previously assumed due to how the remaining balance was being classified and restricted within the debt reserve accounting framework. Since that meeting, JNU staff and Finance Committee Chair Angela Rodell have met with CBJ Finance to review the issue and the closeout approach.

An ordinance is now on the Assembly consent agenda that advances the Terminal Construction CIP closeout and reconciles remaining appropriations within the project: Ordinance 2025-01(b)(AE) appropriates \$654,879 to the Terminal Construction CIP and deappropriates \$1,444,338 from various funding sources within the same CIP. The stated intent is to return funds to their respective sources and ensure project costs are properly allocated and accounted for in compliance with budgeting and financial management requirements. Project work is complete and the project is ready for closeout.

Based on current discussions, the closeout impacts are expected to include: (1) approximately \$594,000 removed from airport fund balance, (2) approximately \$241,000 returned to Airport Capital Reserve as a transfer back from CIP A50-102, (3) \$957,910 of CBJ sales tax funds returned to the Assembly, and (4) a PFC deappropriation of \$56,519. Staff will continue coordinating with CBJ Finance to confirm the final reconciliation and the

disposition of remaining balances, and will keep the Board informed as the ordinance proceeds.

Attachment 1 - Ordinance 2025-01(b)(AE)

B. Ramp Improvements & RON Apron CIP Funding Transfer

Transfer \$80,000 from Airport Capital Reserve to the Remain Overnight (RON) Apron CIP (A50-104). The project is nearly substantially complete, and this transfer is primarily to cover ineligible costs while keeping the project on track for substantial completion and closeout later this year.

Motion: Move to approve a transfer of \$80,000 from the Airport Capital Reserve to the Remain Overnight (RON) Apron Capital Improvement Project (CIP A50-104) to cover federally ineligible costs and support final project closeout.

Attachment 2 – Capital Reserve Account Balance

C. Master Plan Update Presentation Timing and Funding Update

Add \$27,000 to the Airport Master Plan Update (MPU) (CIP A50-113), funded through airport operating funds, to support time-sensitive work needed to keep the project on schedule. Staff are actively pursuing FAA eligibility for these costs and will seek reimbursement through the appropriate FAA funding mechanism if eligibility is confirmed. Because the work must proceed now to avoid schedule impacts, staff are requesting Board approval at this time.

This additional funding supports preparation for a tentative public presentation in April and helps ensure required notice and outreach steps can be completed, including the anticipated 30-day notice period, so the MPU can remain aligned with upcoming planning milestones and decision points.

Motion: Move to approve an increase of \$27,000 to the Airport Master Plan Update (MPU) CIP, funded through airport operating funds, to support time-sensitive work needed to maintain the project schedule, with staff continuing to pursue FAA eligibility for potential reimbursement.

Attachment 3 – Fund Balance Presentation

D. Board Discussion of ARFF Interim Coverage and Lease Option

With Engine A-29 returning to Gustavus in early April per the MOU, and Engine A-2 still out of service pending required testing, JNU will have limited ARFF redundancy this spring. Engine A-1 is back in service, but a stopgap is needed from early April to early July while A-2 testing is completed and the new 1,500-gallon truck is commissioned.

Staff are pursuing a short-term ARFF lease (not to exceed six months), forward funded through Airport Fund Balance. The Board will be asked to discuss whether to petition the

CBJ Assembly to cover these costs using CBJ Sales Tax (general funds) expected to return to the Assembly as part of the Terminal Renovation project closeout.

Preliminary lease costs are \$10,000 per month (3-month minimum), plus \$7,500 for maintenance and FAA reporting, \$3,500 for in-service training/technician support, and approximately \$90,629 in round-trip transportation.

Total estimated cost is up to \$132,000 for the 3-month minimum (early April to early July) or up to \$162,000 for a 6-month term, or any length of time in between. Staff brings this to the Board for discussion and direction, including whether to bring forward a motion requesting Assembly participation.

E. Rates and Fees Public Comment Period Update

The public comment period for the proposed rates and fees changes closes on March 6, 2026 at 4:30 PM. As of this update, staff have received no additional public comments.

Attachment 4 – Rates Regulation

7. STAFF REPORTS

- A. Airport Manager's Report—Andres Delgado**
- B. Airport Project Manager's Report—Ke Mell**
- C. Airport Project Manager's Report—Mike Greene**

8. CORRESPONDENCE

- A. Letter from Nathan Vallier regarding passenger screening experiences and TSA procedures at JNU, including a suggestion to consider the TSA Screening Partnership Program.**

9. COMMITTEE REPORTS

10. ASSEMBLY LIAISON

11. BOARD MEMBER COMMENTS

12. ANNOUNCEMENTS

13. NEXT MEETING DATE The next Airport Board Meeting will be held on April 9th, 2026 in the Alaska Room /Zoom.

14. EXECUTIVE SESSION

15. ADJOURNMENT

ADA accommodations available upon request: contact the Clerk's Office (907)586-5278 or city.clerk@juneau.gov at least 36 hours prior to a meeting, to request ADA arrangements.



JIA AIRPORT BOARD MINUTES

August 14, 2025 at 6:00 PM

Airport Alaska Room/Zoom

<https://juneau.zoom.us/j/81320381493>

Or join via audio: 1-253-215-8782 Webinar ID: 813 2038 1493

TO TESTIFY: CONTACT SHANNON VAN VALIN, 907-586-0962

1. **CALL TO ORDER** Ms. Soutiere called the meeting to order at 6:00 p.m.

2. **ROLL CALL**

Members Present:

Dennis Bedford	David Epstein
Jerry Godkin	Jeff Redmond
Angela Rodell	Eve Soutiere
Charlie Williams	

Staff Present:

David Palmer, Airport Manager
Andres Delgado, Airport Superintendent
Angelica Lopez-Campos, Airport Business Manager
Sherri Layne, Deputy Municipal Attorney
Ke Mell, Airport Architect
Brandon Bagwell, CCFR

3. APPROVAL OF MINUTES

Mr. Epstein requested discussion regarding the minutes. Mr. Epstein stated item 9-C is not well written. Mr. Epstein stated he did say the FAA should be held accountable for their mistakes, but the way it is written there is no context on what the mistakes were. It is not clear to him, and he thinks the paragraph needs to be rewritten. If a vote were to be taken, he would vote no.

Mr. Palmer stated transcription had a tough time hearing it, and they can rewrite it. Ms. Soutiere clarified that Mr. Epstein is looking for more context. Mr. Williams suggested Mr. Epstein give some salient points, and Mr. Epstein stated he would if he could remember.

Motion by Ms. Rodell to table consideration of the minutes until the next board meeting. Motion passed by unanimous consent.

4. **APPROVAL OF AGENDA**

Motion by Mr. Godkin for an item 4-B to be added to the agenda for election of officers now that all board members have been positioned. Motion passed by unanimous consent.

Election of Officers

Mr. Godkin nominated Ms. Soutiere for chair and Mr. Epstein for vice chair. Ms. Rodell asked if the secretary is also the chair of the finance committee, and Ms. Soutiere stated she thought it had been in the past, but she is not sure if it has to be. Mr. Godkin nominated Rodell as secretary and chair of the finance committee.

Motion by Mr. Godkin for unanimous consent on his officer nominations for the airport board. Motion passed by unanimous consent.

5. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

6. UNFINISHED BUSINESS

A. Airport Manager

Mr. Palmer stated that the airport board made an offer to Andres Delgado and the offer was accepted. The code requires a majority vote of the board members.

Ms. Soutiere moved to appoint Andres Delgado to the position of Airport Manager effective August 18, 2025 pursuant to the terms and conditions of the board's offer made on August 8, 2025. Motion passed by unanimous consent.

Discussion on the Motion

Mr. Godkin stated he is really happy to have Mr. Delgado as the airport manager. Mr. Godkin thanked Mr. Palmer for his assistance. Ms. Soutiere stated that the process has been long and difficult and she is grateful that Mr. Delgado decided to apply and step up.

Mr. Delgado spoke stating that he is looking forward to working with everyone.

B. Approve a new position for Deputy Airport Manager

Ms. Soutiere stated that this is a request to authorize the position of deputy airport manager and it has been discussed before. The former position was eliminated in favor of the creation of the security manager position. This position was in recognition of both the loss of experienced personnel and the addition of duties related to airport administration. The airport has a need for business development, budgeting, grant writing, tenant and business enterprise recruitment and development. The position would support the airport manager in all aspects of the airport administration and fills the manager's position during absences. The position provides depth of staff for compliance, purchasing, contracting, and personnel issues. The deputy airport manager would relieve the business manager of tasks that have been assumed simply because there were no other staff here. Airport policies, rates and regulations need to be reviewed, updated and implemented in an overall consistent manner, and this project that has not been possible while dealing with the current issues as they arise. The position would be a range 22 position, and the estimated cost for middle step placement is \$108,800 and \$54,400 for benefits, for a total of \$163,200. Funds would come from the fund balance.

Motion made by Mr. Epstein that the airport board approve the expenditure from the fund balance of \$163,200 for the deputy airport manager position. Motion fails.

Discussion on the Motion

Mr. Epstein asked what is left in the fund balance after the deputy airport manager position is funded. Mr. Palmer responded next week or the week after they will have the year-end numbers and have a better idea of the fund balance. On the next item on the agenda, they are taking about a million dollars for the fire truck. They will have about \$775,000 going back into the fund balance because they are going to close out the terminal project. The balance moves around. Unless they get a financial plan going, which they will discuss later, they are borrowing against the fund balance until they can generate revenues because the revenues right now do not match the expenditures. Part of the reason for doing this job is so they can start working on that, on the financial plan, and sources of revenue. Referring to a sheet from the last meeting, they had 3 million in the reserve and there was another number he cannot remember. Ms. Lopez-Campos stated what the projections were and that they are showing that they are short, but this is all thinking they have the million dollars for the fire truck, that they are borrowing the money for now until they hopefully get PFC money, and also it does not have the money that is going to come back from the project, and increasing revenues to match the expenses; all those things are not built in.

Mr. Palmer stated his intent was to get into the numbers at the next finance meeting which is not scheduled yet. AIP money is now available for painting the runway, which is about \$250,000 that they will not have to spend from their budget, and there are a few other things like that.

Mr. Williams stated, in looking at the handout from last time, this is not their closing, and given all the adjustments, he feels they are premature. He feels they need a deputy airport manager, but he does not want to spend money until they know they can afford to spend money. He is also concerned that they vote to do this and then have the assembly tell them they need to budget and do things differently.

Ms. Soutiere stated it is \$163,000, and while that is a lot, they are looking at how to increase revenue, and right now they have a skeleton crew, and they need people to be able to do the work to get the revenue to come in.

Mr. Redmond agrees that they need to have the staff in place so they can do the tasks that are getting neglected right now, which includes finding funds.

Ms. Rodell asked Mr. Palmer if they can have good numbers and a finance committee meeting before September 16 where they have a much better sense of where all the moving parts are. They are already into the fiscal year. They do not have to wait until July 1, 2026 to start recruiting for this position. They spent a lot of time with airport management recruitment talking about the need for senior staff and how important it is for all of the airport operations and FAA certifications. She would feel more comfortable if she had numbers in front of her as far as the airport's financial position before saying yes. If the motion needs to be delayed a month, that's fine.

Mr. Palmer responded that Angie will have year-end numbers soon. They need to generate revenue and they are not sustainable the way they are right now. A few hours

ago, he had two TSA inspectors in his office asking that they do some audits and checks on some operators and they gave until end of day tomorrow to do it. The only people in the room were Mr. Palmer and Mr. Delgado, and they asked if that could be postponed until the security manager arrived. They wanted to know who is going to be on their certification manual list for responsible people when Mr. Palmer is gone.

Angie Fick, finance director for CBJ, stated the end-of-year closing process takes some time. Monday was the deadline for all departments to turn in invoices that need to be charged back to the prior fiscal year and those are getting processed this week. All journal entries are supposed to be in tomorrow for adjustments. Then they start internally with finance aggregating numbers seeing if there needs to be adjustments.

Mr. Godkin stated that in a meeting they had a week ago they made a commitment to give Mr. Delgado all the support they could because they recognized they need to surround him with people and more help, and that support is still there, but he is going to err on the side of caution and not spend money if he does not know if he has it. He supports Rodell's discussion on moving this back a month.

Mr. Epstein stated he is aligned with Mr. Godkin and Ms. Rodell. They need to make an informed decision because they have a fiduciary responsibility to their customers. They can come back in two weeks for a special meeting or wait until next month when they have a better and clearer picture of where they are.

Mr. Bedford stated he hears that the board generally supports hiring a deputy airport manager. He thinks they should talk timeline, when they can hire, how they can proceed. Mr. Palmer responded that the process is the board passes an appropriation, then it goes to the assembly for introduction and then the next meeting would be a public hearing on the appropriation, so one board meeting and two assembly meetings. HR would do their work on the position description but that will likely be done by the time of the public hearing. Then they recruit, so October or November. The decision is how much of a reserve do you need to have, and their policy has been they need three months of operating reserve.

Ms. Rodell asked what the reserve is and what the fund balance is as of today, and clarified that the reserve is a subset of the fund balance or that is how it has been historically. Ms. Lopez-Campos responded that she has not looked at the numbers. She knows that if they increase the expenses, the operating reserve gets bigger because it is based on a formula based on three months. She will see what they prepared for the July 10 board meeting, that they have an operating reserve of \$2.8 million, and according to her projections at that time they have a fund balance of \$2.3 million, so they are in the negative half a million.

Mr. Redmond suggested amending the motion to have it pending and get the numbers solidified before the next meeting. Mr. Epstein preferred to call for a vote and then go from there.

Motion made by Mr. Redmond that a similar motion be made pending that the numbers present themselves within the next three weeks and that they kill this at the next regular

airport board meeting if the numbers are not agreeable but otherwise get the ball rolling and get the position filled. Soutiere responded that if the finance committee can meet before the next board meeting, or they can have a special board meeting. Ms. Soutiere asked that the finance committee meet in the next couple weeks.

C. Airport Rescue Fire Fighting Vehicle

Mr. Palmer stated that in July of last year they got an AIP grant. In September they ordered the truck. The truck was purchased through Sourcewell, a government-owned co-op, and in April he was told that the co-op did not meet the AIP requirements because they did not use a low bid for a decision. Sourcewell uses a matrix that looks at a variety of other items that the FAA does not care about. Palmer got the matrix from Sourcewell and went back and forth with FAA as much as he could. He talked to other fire departments and to Sourcewell's experts. He had to agree that FAA was probably right. Turns out that every fire department that buys trucks through Sourcewell does not use AIP funds, and Sourcewell does not say that. It was a mistake that was made. The choice was to cancel the order and reorder it, or write their own specs, or buy a truck through the state. The state did not have a 1500-gallon. They only had a 3000-gallon truck. Their option was to use their own money and keep the truck and not cancel the order. Rosenbauer stated they were \$80,000 into the project. It would have cost \$80,000 and another 550 days to get the truck after ordered. Canceling the order did not make sense. They were operating on a leased 1992 ARFF truck as their second truck. Mr. Palmer came to the board asking to use their reserves. FAA told him PFC money is allowable for the truck but that will not start for a couple of years when PFC 10 is started. So they are borrowing their own money for a while but they will eventually get that.

In the meantime, they reprogrammed that grant and bought other equipment. He did not go to the assembly for a loan because they do have some reserve. One way or another they need to get the truck. It is due to be delivered in March. The truck they have leased will go back.

Ms. Rodell clarified that the PFC 10 money will be used. They are currently in PFC 9. The million-dollar grant money was used to purchase the amphibious rescue vehicle, airfield equipment and motor grader, but asked how those items were originally going to be funded. Mr. Palmer responded that the rescue vehicle was already in the works. The rest of the equipment they did not have, and it was just a year ago that the graders were available for AIP. They did not plan to buy a grader with AIP money until it became obvious that graders were available and that they had a grant that they were not able to use for the fire truck.

Mr. Williams clarified the PFC 10 money will not be available for reimbursement for at least two years. Palmer stated the way he understands it, they have PFC 9 now, and he just received an email from FAA two days ago that said July 2027 that expires. By the time they get there, PFC will be lined up. Williams stated the FAA requires this truck and asked how soon the truck has to be in place. Mr. Palmer replied, as long as the trucks they have continue to operate, they are okay.

Mr. Williams asked if they would be better off asking the assembly for a loan until they can be reimbursed. Palmer responded that, since they will be asking for a loan to keep

their fund balance up, he would not be too optimistic.

Mr. Epstein stated the Sourcewell truck is in the process of being assembled and it would be the quickest option. He is concerned about maintaining their Index C rating. This concerns operations right now and he supports the motion. Mr. Williams supports that position and stated he likes to know all the options and time units, and further stated that they have to maintain their Index C.

Mr. Godkin stated, when he used to buy trucks, 94% was paid federal, 6% match, which would be \$60,000-plus, and asked where that is programmed to come from or was there no match. Mr. Palmer responded the match is already in the budget. The \$60,000 will be used when they pay for the truck.

Motion made by Ms. Rodell that they approve the request for the CBJ Assembly to de-appropriate FAA Grant #3-02-0133-101-2024 of \$1,007,116 and appropriate \$1,007,116 from the airport operational reserve to purchase a 1500-gallon Rosenbauer airport rescue fire fighting vehicle, and they expect the operational reserve to be reimbursed under PFC 10 once that application is confirmed. Motion passed by unanimous consent.

D. Develop a sustainable finance plan

The use of fund balance for recurring operational expenditures is not recommended nor sustainable. The use of reserve funds for personnel costs is a temporary measure. An updated financial plan is necessary.

Motion by Ms. Rodell to move to direct the airport manager to review the airport's rates and charges and develop a proposal to generate sufficient revenue to fund the airport's operations. The manager may, with the board's approval, engage an aviation financial consultant. Motion passed by unanimous consent.

7. NEW BUSINESS

None.

8. STAFF REPORTS

A. Airport Manager's Report

Mr. Palmer reported they have an accounting tech hired now. He has been here for almost a month. The security manager, Kathy Mancini, is still on track to be there in late September.

They are leasing a property adjacent to Seaplanes cargo area. It has been surveyed and they are in the final stages of getting the lease signed. It is about 18,000 square feet and works out to roughly \$17,000 a year in revenue.

Wheels rolling disaster drill was completed. EVAR rip rap was done in time for the flood and there was no damage. They heard today the state may be coming through with reimbursement funds.

They have been talking to Dowl Engineering about helping them with a grant. There is a

grant that will soon be available that allows for work in a non-federal air traffic control tower. The tower has a lot of serious problems that have been ignored because it is not a federal tower, but the feds operate it.

Ms. Rodell asked if the baggage handling system is working. Mr. Palmer responded yes. The bag belt that handles the incoming luggage was broken, and it is now repaired. Bobby from maintenance says it will be about \$60,000 to completely rebuild the system. It is not something that needs to be done right away. Ms. Rodell asked if there was any new damage to airport property from the flood. Mr. Palmer responded there was no damage at all and the rip rap worked fine.

B. Airport Project Manager's Report

Ke Mell reported that they came through the flood without damage. Staff were on site on August 13 at 8:15 a.m., about the time of peak flow.

C. Airport Project Manager's Report

Mike Greene stated, regarding the BIL grant for the air traffic control tower repairs, he issued an RFP to RESPEC, an engineering firm for mechanical and electrical, based on the list that has been provided within this memorandum of the mechanical and electrical issues in the tower that they already know about. They should have a fee proposal shortly. CBJ Contracting is on board with them and advising that they can work under the existing term contact as long as they stay beneath the \$50,000 cap. They will be ready to work with Dowl on the preparation of the grant whenever it is released by the FAA. It is a comprehensive list consisting of items that have been on their list to do for years but they have never had any money to approach them.

They have been working with RESPEC on the terminal surge protection project. The project has grown in scope as they started looking more closely on it, and it now encompasses the introduction of surge protection arrestors to the electrical panels in the terminal, SREB building and Sand-Chem building. Initial estimate just for materials is about \$150,000. RESPEC is working on a complete construction cost estimate.

Runway shoulder grading and navigational aids project, they met with FAA on July 31st, the director and lead planner with FAA Alaska Airports. As can be seen in Mr. Greene's writeup, the word frustration appears routinely. They still do not have any response from the FAA as to whether or not they are going to do their internal engineering review and make them go through that entire process, so that issue is still unresolved.

Regarding the Community Development Department's request that they obtain a floodplain permit for the project, they have responded to the CDD again and have resubmitted the entire application and it is now in their hands. Mr. Redmond asked, regarding the FAA staff, if this was the same person he met in-person or an anonymous group of people they are working with. Mr. Greene responded they have their financial person that works from the FAA Alaska Airports who is part of the process and part of the document review. As they develop the project, they send the information to them for review. There is another person with the air traffic organization with Alaska Airports who is the one that requested the engineering review. They are now working with a replacement person who is adamant that the review take place. In a recent FAA meeting, the director expressed the opinion that he did not understand why a simple,

straightforward project would trigger the need for this internal engineering review.

Mr. Redmond clarified that, at all levels, this is Alaska FAA. Mr. Greene responded correct, that it is not federal. Mr. Epstein stated that it does not appear that is all FAA, that there are two organizations involved, the Airport in Anchorage, which is responsible for administering the AIP program and the airport certification program and airport planning. The air traffic organization is located in Federal Way, and they are the engineering arm and the program that installs what is being described here. Mr. Epstein would like an explanation as to why it should be AIP eligible as it is AIP eligible. There are two organizations in play and it is a complex situation.

All the parts and pieces are in Juneau to finish the apron lighting, putting the new tops of the poles on and reinstalling all of the lights, and that will happen next week.

9. ASSEMBLY LIAISON

None.

10. BOARD MEMBER COMMENTS

Mr. Epstein and other board members thanked Palmer for serving as interim airport manager. The board also welcomed Mr. Delgado and Liaison Nolan Davis and Board Member Jeff Redmond.

11. ANNOUNCEMENTS

None.

12. NEXT MEETING DATE

Second Thursday of the month at 6:00

13. EXECUTIVE SESSION

None.

14. ADJOURNMENT

Motion to adjourn at 7:15 p.m. by unanimous consent.



JIA AIRPORT BOARD MINUTES

February 12, 2026 at 6:00 PM

Airport Alaska Room/Zoom

<https://juneau.zoom.us/j/81320381493>

Or join via audio: 1-253-215-8782 Webinar ID: 813 2038 1493

TO TESTIFY: CONTACT SHANNON VAN VALIN, 907-586-0962

1. **CALL TO ORDER** Mr. Epstein called the meeting to order at 6:00 p.m.

2. **ROLL CALL**

Members Present:

David Epstein	Angela Rodell
Dennis Bedford	Jeff Redmond
Jerry Godkin	

Members Absent:

Eve Soutiere
Charlie Williams

Staff Present:

Andres Delgado, Airport Manager
Angelica Lopez-Campos, Airport Business Manager
Ke Mell, Airport Architect
Christine Woll, Assembly Liaison
Rich Ross, Airport Superintendent (Zoom)
Mike Greene, Airport Project Manager (Zoom)
Kathy Mancini, Security Manager
Sherri Layne, CBJ Law
Tom Hatley, CCFR Fire Chief
Theresa Ross, CCFR Fire Marshal
Brandon Bagwell, CCFR
Emily Wright, City Attorney

Public: (Zoom)

John Adams
Nolan Davis, Tenant Liaison
Jeff
Jodi Garza, AK Seaplanes
Sarah Lowell - Coastal Helicopters
Kathleen Samalon
Jill Lawhorne

3. APPROVAL OF MINUTES

A. January 8, 2026 Airport Board Minutes

Motion to approve minutes made by Ms. Rodell. Motion passed by unanimous consent.

4. APPROVAL OF AGENDA

Motion to approve agenda made by Ms. Rodell. Motion passed by unanimous consent.

5. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

6. UNFINISHED BUSINESS

None.

7. NEW BUSINESS

A. JNU Budget Presentation

Mr. Delgado presented the FY27 Budget for approval. He noted there were two notable adjustments to the budget since it was discussed in January, which include getting rid of the previously proposed a \$500,000 contribution to the Capital Reserve Account, due to Alaska Airlines' input that landing fees had spiked out of their comfort zone, as well as the CCFR budget coming in 23% higher than anticipated. He said fuel flowage has gone down considerably, terminal rental rates have slightly gone down, and the explosive detection equipment has been pushed off to FY28 in its entirety.

Ms. Rodell moved to approve the Juneau International Airport proposed FY27 Budget, July 1, 2026 - June 30, 2027, and the Proposed Airport Rates and Fees as presented and forward rates and fees to the Assembly for consideration and adoption, with an effective date of July 1, 2026, except as noted for air carrier field flowage fees, landing fees, and security screening fees, which would become effective May 1, 2026, for discussion purposes.

Mr. Godkin asked if they had final numbers on the labor contracts, as he understood JPD had been settled. He also inquired if it was possible they would have to amend their budget at a later date since CCFR was not done.

Mr. Delgado answered that both CCFR and JPD Union negotiations are still in arbitration and there is no final number from them. He added that CCFR may change, but Downtown recommended to implement the 3% increase in regard to the JPD budget.

Mr. Epstein asked if Alaska Airlines coordinated a rate schedule with any of the users or tenant, as they had concerns with what they proposed previously.

Mr. Delgado responded no. He said due to timing concerns, they did not hold the Finance Committee Meeting that would have allowed for further input from the public.

However, it will now go out to a 21-day comment period that they can address.

Mr. Redmond voiced concerns they are letting Alaska Airlines dictate what the prices are. He felt it was interesting they said no to us and then we changed the budget.

Mr. Delgado understood, but said it went back to the financial model and how the allocations were set up, as rates and fees are set up to pay for the net cost of those specific cost centers. He explained the airlines do not necessarily dictate how they set the prices, but can give suggestions on contributing to the Capital Reserve Account.

Mr. Redmond understood from the response at the last meeting that the new rate we proposed was reasonable but the rate of change was not, and he was never given an answer when he questioned about how we compared to others.

Mr. Delgado voiced the rate of change is quite a spike, but that was to make the adjustment to how the allocations in the land lease rates were calculated. He noted Alaska Airlines wanted a more gradual increase, but because it was a needed adjustment, it was made all at one time. He added the increases will be more gradual in future fiscal years.

Ms. Rodell commented there has been a lot of work done to try and recognize the work done on the model to reset and recognize where expenses and revenues are happening and figuring out how best to capture that in rates and fees from a timing perspective.

Motion passed by unanimous consent.

B. Budget Information for Discussion

Mr. Delgado explained the reason why this is on the agenda is because last week there were potential repercussions to the Fund Balance, but after productive discussions that is no longer a big concern. He said there was a concern brought up of what would happen to the \$1.792 million in Debt Reserve and if it did not go to Fund Balance, CIP, or somewhere not on the airport's books. He outlined what the fund balance would look like if the money did not go there, which would result in a near million dollar deficit in the Fund Balance. He also went over a scenario where the funds do not leave the Fund Balance and the Fund Balance would remain as is and the funds going to a CIP for the airport. He shared they are still evaluating their options, talking to Finance, and trying to get to the bottom of where the funds go.

Ms. Rodell shared this was a really important project to the airport and they have all seen the benefits of the new terminal construction, which had a lot of moving parts, money coming from different sources, timing on the spend and receipt of those revenues, and how they were tied up and accounted for. She said with the changes in personnel and the close out, they reached the 7 years of bond debt service. She commended Staff and Downtown for being diligent in working on where all the money is going to and being appropriately accounted for as they do the closeout paperwork for the bond issue. She requested that to the extent there is money left over from this project associated with sales tax with CBJ contribution, they recognize that was

contributed on behalf of the airport and look at reallocating and reappropriating that sales tax for additional airport uses. She noted there is a good partnership there and she wanted that to continue.

Mr. Epstein hoped this will be settled by the March meeting.

Mr. Delgado could not say for sure it if would be; however, they made good progress in the last week alone.

Ms. Rodell inquired when the joint meeting with the Assembly is on the budget.

Mr. Delgado answered February 25th.

C. Ramps Rehabilitation - Motion Sensor Removal from Light Poles

Mr. Delgado voiced a small component of the ramp rehabilitation included a motion sensor that would ramp up lighting as needed in an effort to save on electrical costs. He said the motion sensor keeps filling with water and becoming defective. They requested SECON/Chatham Electric to submit proposal to remove the lights and the initial total was \$14,240, but Mr. Greene is negotiating that cost down. Mr. Delgado requested up to \$14,240 for removal of the light.

Mr. Godkin made a motion to approve the appropriation of Airport Capital Reserve Fund of an amount not to exceed \$14,240 to fund the apron light pole motion sensor removal work.

Mr. Godkin asked if there was a chance they could recover the funds.

Mr. Delgado could not say for sure. He added it was disappointing the motion sensors did not work in the first place, and at this point they are frustrated enough to simply remove the motions sensors, cap the wires, and leave the original hardware in place.

Mr. Greene expressed the motion sensors were purchased as part of a lump sum contract and the sensors are victim of water infiltration from weather and condensation into the enclosures provided to put them in. He said they tried everything to make them work, and this is the third set of motion sensors. He asked the contractor for a proposal to take them down and salvage them to the owner. He shared he did not know if they would be able to collect any cost.

Mr. Bedford expressed frustration they were sold to them knowing how much it rains in Juneau, Alaska.

Mr. Greene shared the frustration. He explained they gave their electrical engineer the direction to put motion sensors on the poles even though the manufacturer did not do it that way, as they use photocell control. He stated the electrical engineer said that was not a good idea, but they decided to anyway because the FAA was really pushing for energy savings. He said they have decided to take the motion sensors off and leave it on photocell control, which is the easiest, safest, and most reliable.

Mr. Epstein inquired about the specifications for the motion sensors and if there was any representation they would be a viable solution in Juneau's climate and with water.

Mr. Greene responded they tried to make sure it was understood Juneau is at almost 100% humidity all the time, but sometimes people from other areas will think an exterior application is markedly different that we think it is, and clearly they were not up to the task.

Mr. Epstein inquired if any other airports in the southeast had this type of equipment.

Mr. Greene voiced the manufacturer of the light pole said they did not normally put motion sensors on their equipment.

Mr. Bedford asked what the control source would be with the motion sensors removed.

Mr. Greene answered all of the light poles are now photocell controlled and will turn on and off automatically.

Motion passed by unanimous consent.

D. RSA Grading Project (Design) - FAA Reimbursable Agreement (RA) Prepayment

Mr. Delgado stated they have signed and executed this Reimbursable Agreement and now it is time to set up the prepayment in the amount of \$94,392.09, which comes from in the CIP itself and is funded by PFC funds in the project.

Mr. Godkin made the motion to approve the expenditure of \$94,392.09 on CIP A50-112 RSA Grading Project Design, for prepayment of FAA Reimbursable Agreement AJW-FN-WSA-25-AL-006979. Motion passed by unanimous consent.

8. STAFF REPORTS

A. Airport Manager's Report - Andres Delgado

Mr. Delgado reported they will be issuing new security badges with a new visual that stands out more easily as JIU, which came up as a result of a TSA review where they identified that law enforcement officers should have their own badge design.

Mr. Bagwell explained they are currently down to their borrowed truck from Gustavus as the only apparatus in service. He referenced a prior meeting in September when he expressed his fears for a worst case scenario in regard to keeping the trucks they had in service, and that has come true. He stated they permanently lost the 2003 Oshkosh, as it had a problem that could not be repaired or replaced. He noted their 2016 Rosenbauer is mechanically sound, but they lost the computer brain that powers and controls the roof turret, which they are required to have by FAA mandate, so they have elected to replace the entire turret system. He added he will retrieve the new one and install it next week. Another apparatus they were leasing from Palmer has a total loss of

function in its roof turret due to age and malfunction and blew a pump gasket. He received orders from his chain of command to pursue options on finding another leased apparatus. He shared that in order to come back up at index to a Level C, they have to have a minimum of two in service apparatus. Mr. Bagwell also voiced their new construction Rosenbauer production timeline has been pushed back, as it is scheduled to come off the assembly line in the last week of April, which means they will have to send the borrowed Gustavus apparatus before the new truck will arrive.

Mr. Epstein asked when they anticipate getting the unit back in service they are installing the new turret system in.

Mr. Bagwell hoped to have it done by Friday.

Mr. Bedford inquired what downgrading to B meant.

Mr. Bagwell responded it had to do with the size of the flight and the number of flights that can arrive.

Mr. Redmond commented he heard Alaska Airlines has to basically change what they are sending to Juneau for the next week. He asked if that was correct.

Mr. Delgado answered yes, to an extent. He said those changes cascade throughout their system, but they have plenty of 700s. However if they lose the Gustavus truck, there would be no air carrier aircraft coming in, which is the biggest risk they have now.

Mr. Godkin expressed it is a shame they are in this position. He emphasized the airport should also take an active role in the equipment and replacement there. He hoped in their contract language they have to provide support of the equipment they are selling with a certain life span. He said Juneau, Alaska should not have been in the position of having to beg, borrow, and steal from other communities over the past few years and prior management helped set them up for this failure. He expressed that moving forward, he would like Mr. Delgado to be very involved with the equipment replacement operations, how they are going to get to a reasonable lifespan for an apparatus, and look into getting another truck in addendum to one already going on the docket table.

Mr. Epstein inquired how long it will be until they're AIP eligible for a new truck.

Mr. Delgado responded they were told not until 2031, which is why the intent is to move away from the AIP money and the next acquisition will be added to the PFC applications. He said the current ARFF truck that will hopefully be there by the end of the April is already on the PFC application they will submit to the airlines, and they could certainly add another one.

Mr. Epstein asked how much the truck was.

Mr. Delgado answered \$1.1 million, which is a small truck. He added the next truck they get will have to be a 3000 gallon truck, which would be between \$1.5 to \$1.7 million.

Mr. Delgado reported there has been an update to the longstanding Egan and Yandukin Intersection Improvements Project. He said Alaska DOT advanced conceptual signalized access intersection pedestrian crossing, consistent with findings from the PDL. He stated comments are requested by March 4th.

B. Airport Project Manager's Report - Ke Mell

Ms. Mell voiced the Master Plan update has been out of public view for the past 7 months and Michael Baker International received the aerial mapping from their subcontractor and are now in the process of incorporating the mapping into the draft Master Plan update and Airport Layout Plan. She expressed that since the Master Plan update is nearing completion, JMU asked Michael Baker to come to Juneau to present the draft Master Plan update in person to the final meeting of the Technical Advisory Committee and the community at a public open house, which will tentatively be in the first half of April.

She reported that on April 20-24, 2026, the Transportation Security Administration plans to replace the carry-on bag screening equipment in the passenger screening area and both machines will be replaced. She noted that JMU received a tenant improvement request for the work and staff requested additional information.

C. Airport Project Manager's Report - Mike Greene

Mr. Greene discussed the three NOFO Grant applications they submitted to the FAA, which mainly address work that needs to be done within the tower. He said they are currently waiting for word from the FAA on the schedule by which they will review the applications and make awards on them. He shared they reallocated work tasks they had broken out into different project attempt and placed all the other projects on hold right now with the hopes they will get FAA funding and move forward on these projects.

He said the RSA shoulder grading project has been signed and is in process, so they will get the engineering review by the FAA started. He reminded the Board the overall project schedule has been greatly impacted, and they have a project Corps permit that expires on March 14th, so they are working on getting an extension of that.

Mr. Greene updated the Board on the Movement Area Marksman Project, which is a project that was typically done annually using airport funds but now is AIP funded. He expressed they are working to put together the contract that is necessary for this work to put out for a 4-year term contract. He noted the difficulty they are running into is pulling together a construction safety phasing plan and making sure the contract meets the new FAA contract provisions released in December 2025.

He voiced he is still negotiating the price to remove the motion sensors with the contractor and all work on the Terminal Renovation Project is complete and can be closed out.

9. CORRESPONDENCE

None.

10. COMMITTEE REPORTS

None.

11. ASSEMBLY LIAISON

Ms. Woll reported their focus has been mostly budget at the City, and they will have their joint meeting in two weeks. She said typically throughout the year, they would meet with their empowered and enterprise boards to talk about issues, but this year they are combining their budget meeting and joint meeting together. She explained Mr. Delgado will come and present the budget they approved, and then the Assembly and Board will get together to talk about the budget and any other issues they want to discuss. She noted they have figured out some resolution on the north terminal funding, but the joint meeting would be a good place to let the Assembly know if the sales tax dollars have to come back to the Sales Tax Fund and be reappropriated, as the Assembly would be receptive to the needs of the airport.

12. BOARD MEMBER COMMENTS

Mr. Godkin reminded the Board they will meet with the Assembly on February 25th, at 5:30 p.m.

13. ANNOUNCEMENTS

The Board welcomed Tom Hatley, Fire Chief CCFR.

14. NEXT MEETING DATE

The next regular Airport Board Meeting is March 12, 2026, at 6:00 p.m., in the Alaska Room and Zoom.

15. EXECUTIVE SESSION

16. ADJOURNMENT Ms. Rodell moved for adjournment, meeting adjourned at 7:04 p.m.

2025-01(b)(AE)
Manager's Report

An Ordinance Appropriating \$654,819 to the Manager and Deappropriating \$1,444,278 from the Manager for the Terminal Construction Capital Improvement Project; Funding Provided by Airport Funds.

This ordinance appropriates \$654,819 of Airport Funds to the Terminal Construction CIP and deappropriates \$1,444,278 from various funding sources within the Terminal Construction CIP. The deappropriation returns funds to their respective funding sources and ensures that all project expenditures are properly allocated and accounted for in compliance with applicable budgeting and financial management requirements.

Project work is complete, and the project is ready for closeout.

The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

Presented by: The Manager
Introduced: March 9, 2026
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2025-01(b)(AE)

An Ordinance Appropriating \$654,819 to the Manager and Deappropriating \$1,444,278 from the Manager for the Terminal Construction Capital Improvement Project; Funding Provided by Airport Funds.

WHEREAS, the City and Borough of Juneau has determined that this ordinance is necessary and appropriate to ensure that all expenditures are properly allocated and accounted for within their respective and legally designated funding sources; thereby ensuring compliance with applicable budgeting and financial management requirements; and

WHEREAS, funds from various sources were previously appropriated for project expenses in the Terminal Construction project; and

WHEREAS, certain previously appropriated funds for project work will be returned to their respective funding sources as outlined in Section 4. Source of Funds, and will be replaced with previously appropriated unspent Airport funds within the project and an appropriation of \$654,819 of Airport funds provided by this ordinance.

Section 1. Classification. This ordinance is a noncode ordinance.

Section 2. Appropriation. There is appropriated to the Manager the sum of \$654,819 for the Terminal Construction Capital Improvement Project (A50-102).

Section 3. Deappropriation. There is deappropriated from the Manager the sum of \$1,444,278 for the Terminal Construction Capital Improvement Project (A50-102).

Section 4. Source of Funds

Temporary 1% Sales Tax	(\$ 910,759)
Airport Capital Reserves	(\$ 241,162)
General Fund	(\$ 188,687)
Passenger Facility Charge Fees	(\$ 56,519)
General Sales Tax	(\$ 47,151)
Airport Funds	\$ 654,819

Section 5. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2026.

Beth A. Weldon, Mayor

Attest:

Breckan L. Hendricks, Municipal Clerk

AIRPORT CAPITAL RESERVE

Date	Capital Reserve Balance	Reimb Amount (+)	Forward Fund Amount (-) anticipate reimb	Encumbered Amount (-) permanent/<u>no</u> reimb	Description
	\$583,950	-	-	-	
FY19		\$241,162	(\$241,162)		Terminal Project
FY21			(\$50,000)		Property Acquisition Specialist Forward Fund
FY25			(\$5,000)		ARFF Truck
FY25			(\$26,427)		Master Plan Update
FY25			(\$50,000)		SIDA ADA Elevator
FY25			(\$10,000)		ARFF Truck
FY26			(\$15,000)		ADA/SIDA Elevator
FY26			(\$25,000)		ATCT repairs
FY26			(\$20,000)		Wetland Rescue Vehicle
FY26			(\$60,000)		SRE Motor Grader and Vacuum Truck
FY26			(\$14,240)		Ramp Improv & RON 121/135
FY26			(\$80,000)		Ramp Improv & RON 121/135
	\$228,283	AVAILABLE FUNDS			

Airport Fund/Department

3/6/2026

	FY25		FY26		FY27 Requested	
	FY24 Actuals	Amended Budget	Actuals	Amended Budget		Projected Actuals
EXPENDITURES						
Total Expenditures	15,085,123	13,745,800	13,657,500	15,633,225	15,682,485	14,911,761
FUNDING SOURCES						
ALL Summarized	11,623,223	11,217,088	13,937,800	10,760,055	11,701,567	12,100,475
Total Funding Sources	11,623,223	11,217,088	13,937,800	10,760,055	11,701,567	12,100,475
FUND BALANCE						
Debt Reserve						
Beginning Reserve Balance	9,213,900	6,928,900	6,928,900	6,582,800	6,582,800	4,067,800
Increase (Decrease) in Reserve	(2,285,000)	(2,395,000)	(346,100)	(2,515,000)	(2,515,000)	(2,640,000)
End of Period Reserve	6,928,900	4,533,900	6,582,800	4,067,800	4,067,800	1,427,800
Capital Reserve						
Beginning Reserve Balance	-	-	-	201,361	201,361	228,283
Increase (Decrease) in Reserve	-	201,361	201,361	(120,000)	26,922	
End of Period Reserve	-	201,361	201,361	81,361	228,283	228,283
Available Fund Balance						
Beginning of Period	3,783,400	1,937,000	1,937,000	2,362,039	2,362,039	869,199
Increase (Decrease) in Fund Balance	(1,176,900)	(335,073)	425,039	(2,238,170)	(1,492,840)	(171,286)
End of Period Available Fund Balance	2,606,500	1,601,927	2,362,039	123,869	869,199	697,913
Less 3 Mo. Operating Reserve	(2,742,506)	(2,635,075)	(2,609,800)	(2,811,969)	(2,824,284)	(3,062,112)
Ending Available FB (AFTER 3 Mo. RESERVE)	(136,006)	(1,033,148)	(247,761)	(2,688,100)	(1,955,085)	(2,364,199)
(Finance discovered \$670K error in ending FB FY24 on NOV 2025)						
STAFFING	35.40	37.20	39.20	39.82	39.82	40.82

A REGULATION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

**Adoption of Title 07, Juneau International Airport
Chapter 10, Rates and Fees**

PURSUANT TO AUTHORITY GRANTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, THE MANAGER AND THE JUNEAU INTERNATIONAL AIRPORT BOARD HEREBY ADOPT THE FOLLOWING REGULATIONS WHICH SUPERCEDE AND REPLACE THOSE REGULATIONS ADOPTED BY THE ASSEMBLY AND EFFECTIVE JULY 1, ~~2024~~2026, UNLESS OTHERWISE NOTED:

Section 1. Authority. These regulations are adopted pursuant to CBJ 01.60 and CBJ 05.01.080.

Section 2. Amendment of Regulations. The City and Borough of Juneau Administrative Code is amended by the adoption of a new Title 07, Chapter 10, reading:

**City and Borough of Juneau Administrative Code
Title 07: Juneau International Airport
Chapter 10: Rates and Fees**

Sections:

- 010 Policy
- 020 Rates and Fees
- 030 Definitions

07 CBJAC 10.010 Policy. The policy of the City and Borough of Juneau, Juneau International Airport Board establishing the rates and fees for the Juneau International Airport are as follows:

- (a) The rates and fees charged at the Juneau International Airport shall be structured to assure that the Airport is as financially self-sustaining as possible, while ensuring fair and reasonable rates.
- (b) The Juneau International Airport shall monitor, assess and amend such rates and fees as needed to maintain (a) above.
- (c) Revenue derived from the use of obligated Airport property must be used for the operation, maintenance, or development of the Airport.
- (d) All space designated by the Airport Manager as aviation use at the Juneau International Airport shall be available for leasing on a first-come, first-served basis, but may be allocated by the Airport Manager to ~~insure~~ensure that the reasonable needs of all users may be met. All other space may be available through competitive bid or other process.
- (e) The Juneau International Airport may be required to furnish space to a governmental agency on a “rent-free” basis in order to obtain the services of a governmental agency, or to obtain a

grant or other governmental participation in the operation or cost of improving or operating the airport facility, or to honor prior grant or participation agreements.

- (f) Failure to pay applicable rates and fees outlined in this Regulation, shall be subject to citation, fines and interest on past due amount.

07 CBJAC 10.020 Rates and Fees. The following are rates and fees established by the Airport Board. These rates and fees may be subject to change by amendment and may be subject to City and Borough of Juneau Sales Tax.

- (a) **Fuel Flowage Fees.** For sales of aviation fuel and aviation fuel delivery services at the Juneau International Airport, the following fees shall apply:
- (1) Signatory.
 - (A) Aircraft with maximum certificated gross weight of 12,500 lbs. or less shall pay fuel flowage fee of ~~\$0.33~~ \$0.05 per gallon.
 - (B) Aircraft with maximum certificated gross weight of more than 12,500 lbs. shall pay fuel flowage fee of ~~\$0.30~~ \$0.04 per gallon, effective ~~May 7, 2024~~ May 1, 2026.
 - (2) Non-signatory.

All Non-signatory aircraft shall pay a fuel flowage fee of ~~\$0.41~~ \$0.04 per gallon, effective ~~May 7, 2024~~ May 1, 2026.
 - (3) Exemption to Fuel Flowage Fees: The Civil Air Patrol (CAP) shall be exempt from Fuel Flowage Fees on missions, practice missions and fuel purchased in bulk by the CAP.
- (b) **Landing Fees.** Landing Fees shall be based on maximum take-off weight as certified by the FAA, for all types of aircraft whether empty or loaded, as follows:
- (1) Signatory.
 - (A) Under 12,500 lbs., no fee.
 - (B) 12,500 lbs. and over, ~~\$3.34~~ \$5.32 per 1,000 lbs., or any fraction thereof, effective ~~May 7, 2024~~ May 1, 2026.
 - (C) Exemptions to signatory landing fees:
 - i. Aircraft engaged in test flights.
 - ii. Aircraft compelled to return after take-off.
 - iii. Aircraft compelled to land under an emergency diversion situation.
 - iv. Public aircraft not engaged in commercial operations.

(2) Non-Signatory.

- (A) Under 12,500 lbs., no fee.
- (B) 12,500 lbs. and over: ~~\$4.18~~ \$6.65 per 1,000 lbs., or any fraction thereof, effective ~~May 7, 2024~~ May 1, 2026.
- (C) Exemptions to non-signatory landing fees:
 - i. Aircraft engaged in test flights.
 - ii. Aircraft compelled to return after take-off.
 - iii. Aircraft compelled to land under an emergency diversion situation.
 - iv. Public aircraft not engaged in commercial operations.

(c) **Air Carrier Terminal Lease Rates.**

- (1) Signatory. Terminal rental rates for air carriers are established by the Airport Board. Lease of terminal space preference shall be given to air carriers. The rates are per Square Foot, Annually, as follows:

Space Type	Rate
Counter (North Wing) plus 7 feet	\$ 31.00 <u>\$36.94</u>
Counter (East Wing)	\$ 39.04 <u>\$46.17</u>
Office (North Wing)	\$ 28.19 <u>\$33.24</u>
Office (East Wing)	\$ 31.45 <u>\$36.94</u>
Office (Admin East)	\$ 31.45 <u>\$36.94</u>
Baggage Claim (Public)	\$ 31.45 <u>\$36.94</u>
Storage/Bag Make Up (Covered Bag Well)	\$ 25.05 <u>\$29.55</u>
Storage/Frt Rm (North Wing)	\$ 25.05 <u>\$29.55</u>
Canopy Storage (North Wing)	\$ 15.58 <u>\$18.47</u>
Hold Room/ Departure Lounge	\$ 39.04 <u>\$46.17</u>

Jetbridge/Passenger Boarding Bridge
 (Airport –owned) at Gate 2 & Gate 5 \$3,500/month

(2) Non-Signatory.

- (A) For non-signatory air carriers requiring the use of the terminal for one-time or occasional use (up to four times per month), the following fee schedule shall apply:

Wide Body Jets:	\$1,500 per use or turn
Narrow Body Jets:	\$1,000 per use or turn
Regional Prop (greater than 12,500 lbs.)	\$175 per use or turn
Small carrier (12,500 lbs. or less)	\$50 per use or turn

- (B) Wide Body and Narrow Body jet use of the terminal shall be limited to departure lounge, available counter space, available jetway, bag claim, bag make-up and public circulation areas. Regional prop aircraft and small carrier use of terminal shall be limited to available counter space and public circulation area. Other non-signatory fees for airside use shall apply, such as landing fees, fuel flowage fees and parking or gate use also apply.
- (C) Terminal Space rent shall be charged at 25% more than the published Signatory rate.

(d) **Aircraft Parking Fees.**

- (1) Assigned Parking per Month. Fees for all types of aircraft, regardless of size or weight, per month or any fraction thereof, for parking or tiedown privileges in areas designated by the Airport Manager are as follows:

(A)	Overnight parking at Air Carrier gate	\$1,000
(B)	Main Ramp, >12,500 lbs.	\$750
(C)	Air Taxi (small box)	\$90
(D)	Air Taxi (large box)	\$125
(E)	Hard-surfaced parking areas	\$75
(F)	Gravel-surfaced parking areas	\$60
(G)	Privately-owned seaplane floats (North & South)	\$110
(H)	Airport-owned seaplane floats(North & South)	\$180
(I)	Privately-owned seaplane floats (West Finger)	\$180

Seaplane floats fee based on 8 months of use/fees annually.

- (2) Transient Parking. The parking fee for transient aircraft is determined by the maximum take-off weight as certified by the FAA, as follows:

(A)	Under 6,001 lbs. (Non-commercial)	\$15 per day
(B)	Under 6,001 lbs. (Commercial)	\$50 per day
(C)	6,001 lbs. to 12,500 lbs.	\$100 per day
(D)	12,501 lbs. to 100,000 lbs.	\$250 per day
(E)	100,001 lbs. and over	\$1,000per day/lg aircraft ramp, per turn/terminal gate
(F)	Jetway Use Gate 2, 5 (Non-Signatory)	\$1,000 per turn/use

All aircraft parking spaces are designated one aircraft per space. Any additional aircraft parked in/near/around a parking spot, or any aircraft not within an aircraft designated space will be assessed the daily transient rate for size/type of aircraft/operation.

Aircraft parking fees are assessed for the first 24 hours or any fraction thereof. Subsequent days are charged for each 24 hour period or any fraction thereof. Non-

commercial aircraft are exempt for the initial two hours of aircraft parking. Rates apply to the public parking areas of the airport.

- (3) **Storage Fees.** Property that remains on a tiedown or other location after termination of the agreement, shall be charged a storage fee of \$200 per month, except that ownership of a dock on the float pond shall revert to the Airport if not removed upon termination of the agreement.
- (e) **Land Lease Rates.** Certain property at the Juneau International Airport has been designated by the Assembly as available for airport related purposes. CBJ Chapter 05.20 “Airport Lands,” provides for the administration of such property and authorizes the Airport Manager to negotiate certain leases subject to Airport Board approval, and according to certain terms provided therein. Airport land lease rates shall be according to airport land type and/or use as follows:
- (1) Land Lease Rates (all rates per square foot, annually):
- | | |
|--|-------------------|
| (A) Non-Commercial Airfield Land Lease | \$0.57/sq ft/year |
| (B) Commercial Airfield Land Lease | \$0.70/sq ft/year |
| (C) SIDA Airfield Land Lease | \$0.97/sq ft/year |
| (D) Landside Non-Aviation Land Lease | \$0.86/sq ft/year |
| (E) 1st Right of Refusal | \$0.05/sq ft/year |
- (2) **Non-aviation Land Lease Rates.** Non-aviation land lease rates shall be set through competitive bid or other process, but shall not be less than the highest Airfield land lease rate plus 25%.
- (3) **Land Lease Wait List Fees.** The Juneau International Airport has established wait lists and application fees based on the land lease types and proposed construction types. Tenants wishing to apply for land lease space shall fill out an annual wait list application and pay the following annual application fees:
- | | |
|------------------------------|---------------|
| (A) Commercial Leases: | \$25/annually |
| (B) Executive Hangar Leases: | \$25/annually |
| (C) T-Hangar Leases: | \$25/annually |
- (f) **Rental Car Lot.** Rental car lot spaces shall be charged at the following rate:
- (1) \$100 per space, per month or any fraction thereof,
- (g) **Commercial Vehicle Access Fees.** Access fees are per vehicle, per calendar year. A numerically sequenced permit/sticker is issued for each fee paid. Permit/sticker must be properly displayed and permanently affixed to the vehicle windshield prior to operating on the Airport premises. Failure to display and affix permit to the vehicle will be considered as conducting business at the airport without a valid permit. Prior year(s) permits must be

removed or current year permit will be invalid. The following fee structure applies to the categories of Ground Transportation and Access users as indicated:

- (1) Ground Transportation Fees. (Taxicab, bus, airporter, courtesy van, or limo.)

	<u>1-7 PAX</u> <u>Rate</u>	<u>8-16 PAX</u> <u>Rate</u>	<u>17 or MORE</u> <u>Rate</u>
Annual	\$200.00	\$250.00	\$350.00

For each calendar year, each tour operator permitting multiple large buses, shuttles and/or vans, may purchase as many annual vehicle permits as needed to conduct business on the Airport premises and pay the actual cost of permits per vehicle in accordance with the above table, or \$10,000, whichever is less.

- (2) Commercial Freight Pick-up/Delivery Vehicles. Off-Airport businesses performing a commercial pick-up or delivery of freight transitting the Airport shall be required to purchase and display a Commercial Freight Pick-up/Delivery permit on their vehicle prior to conducting such business on the airport premises. The permit entitles the vehicle to free parking in the Short-Term lot during pick-up and delivery only.

	<u>1st Vehicle</u> <u>Rate</u>	<u>Each Additional Vehicle</u> <u>Rate</u>
Annual	\$200.00	\$50.00

- (3) Airport Operational Area (Commercial freight pick-up/delivery vehicles with inside the fence access.)

	<u>1st Vehicle</u> <u>Rate</u>	<u>Each Additional Vehicle</u> <u>Rate</u>
Annual	\$300.00	\$75.00

- (h) **Boundary Crossing Fee.** Companies or businesses conducting business within the boundaries of the Airport that do not lease property on the Airport are subject to an annual boundary crossing fee. (Separate from public ground transportation access fees and commercial access delivery fees outlined in (g) above).

Boundary Crossing Fee: \$200 minimum per year, as negotiated based on Airport land use or boundary activity

- (i) **International Passenger Processing Fee.** Any passenger arriving or processed through U.S. Customs who has deplaned off of a scheduled or chartered international commercial flight will be assessed an international processing fee.

International Passenger Processing Fee: \$4 per passenger

(j) Employee Parking Fees.

- (1) A company, business, or government agency conducting business on the Juneau International Airport, or an employee or association of employees thereof may park in the airport employee parking lot while on duty under the following terms and conditions:
 - (A) Parking fees are paid in full prior to the beginning of the calendar month or fraction thereof, for which parking is desired.
 - (B) A 10% discount shall be given for prepayment of an entire period as described in section (3) below.
 - (C) Use of the employee parking lot for any purpose, other than parking while on duty, will forfeit access to, and fees paid for, the employee parking lot for that period.
 - (D) Vehicles may not park in the employee parking lot for more than 24 hours without Airport Management approval. If an employee has been approved for extended parking, the employee must make arrangements to have the vehicle moved upon request of the Airport. Vehicles not in compliance with the subsection may be towed and impounded at the owner's expense.
 - (E) Employee vehicles must be registered with Airport Management. Vehicles parked in the employee parking lot that have not been registered may be towed and impounded at the owner's expense.
- (2) The rate for parking in the employee parking lot is \$50 per space per month, or any fraction thereof.
- (3) There will be two rental periods per year. The first period shall be from October through April (7 months), and the second period shall be from May through September (5 months).
- (4) Use of a parking space may be shared between two eligible employees and a single fee charged, provided work schedules do not overlap and/or actual use is limited at all times to a single car in the single rented space.

(k) Concession Fees. Concessions which operate at the airport shall be awarded through Bid process, Request for Proposal (RFP) process or as a sole responder with a Letter of Interest. Concession fees are established through contract negotiations, but will not be leased at a rate less than those established for Airfield/Aviation Use Land Lease Rates.

(l) Governmental Agency Rental Rates. The Juneau International Airport may enter into an agreement with governmental agencies for the reimbursement of expenses incurred by the airport in providing services (which may include, but not be limited to: maintenance, utilities, supplies and janitorial services) to the "rent-free" space. The charge for such reimbursable expenses for services shall be based on the annual per square foot cost of providing such services to the entire area serviced.

- (m) **Airport Reimbursable Costs.** The Juneau International Airport may charge tenants, users or patrons of the Airport for costs associated with reimbursement of personnel costs, equipment costs or supplies for which a tenant, user or patron requests a special service which is not covered by a tenant or user agreement or is not a normally provided function of Airport operations. This may include damage to airport property for which the tenant, user or patron is responsible and whereby additional cost has been incurred by the Airport. A detailed breakdown of all costs will be provided after an emergency situation or an estimate will be supplied in advance to a request if appropriate.
- (n) **Fingerprint Fees.** For fingerprinting and electronic submission to the Federal Bureau of Investigation (FBI) for criminal history records check, the following fees shall apply:
- (1) Employees, tenants, employees of tenants, or those employees of businesses and agencies directly working with/at the Juneau International Airport, the fingerprint fee shall be: \$75 per person.
 - (2) For all others, the fingerprint fee shall be: \$75 per person.
- (o) **Badging Fees.** For access and identification badges issued at the Juneau International Airport, the following fees shall apply:
- (1) Security Identification Display Area (SIDA), 135 ramp (Non-SIDA), General Aviation AOA badges, or Airport Employee identification badges, the fees shall be:

(A) Initial Issuance (\$50) & Deposit (\$50)	\$100
(B) Renewal (Annual)	\$40
(C) Re-issuance for worn or damaged	\$40
(D) Lost badge	\$200
(E) Contractor Deposit	\$200
(F) Proximity Gate Card	\$15
(G) Non-Airport ID	\$50

Deposits shall only be refunded upon the timely return of an individual's current access badge to Airport Security or Airport Administration. If a "lost" badge is later recovered, a refund may be issued, minus the fees associated with the replacement badge, only if the lost badge is of the current issuance lot (color, badge design).

In lieu of a deposit, an employer may issue a written letter of guarantee for their employee(s). Such letter will be on company or business letterhead, signed by an authorized agent of the company or business, and guarantee that if an authorized employee of their company or business does not return a badge or loses a badge, the company or business shall be responsible for the non-returned/lost badge and remit the \$200 fee to the Airport.

- (2) Proximity Cards (or gate access cards): \$15 per card / issuance

- (3) Non-airport identification media : \$50 per card / issuance
- (p) **Airline Fee for Airport Security Screening.** Each Air Carrier shall pay ~~\$2.69~~ \$4.12/per screened enplaned passenger effective May 1, ~~2024~~2026, for that Air Carrier's passengers subject to security screening and enplaning, at Juneau International Airport.

The Non-signatory rate for Airline Fee for Airport Security Screening shall be at a rate of 25% more than the established signatory rate for Airport Security Screening Fee.

- (q) **Lease Action Filing Fee.** For any Lease Action Request (Assignment, New Lease, Extension/Amendment, Collateral Assignment, Cancellation) at the Juneau International Airport. \$100/per Lease Action Request

07 CBJAC 10.030 Definitions. For purposes of this chapter, unless the context plainly requires otherwise:

“Aviation Use” means the storage, operation, maintenance, or servicing of aircraft, or a use directly ancillary to such aviation use.

“Employee” a person employed by a company, business or governmental agency and who is stationed to work at the Juneau International Airport for that company, business or agency.

“Juneau International Airport” or “Airport” means the facilities and lands owned by the City and Borough of Juneau, and designated as Airport properties, or the administration which oversees the facilities and lands at the Airport, subject to this regulation.

“Signatory” means air carriers or aircraft owners/operators who have a written lease agreement with the Airport.

“Non-Signatory” means air carriers or aircraft owners/operators who do not have a written lease agreement with the Airport. A sublease agreement does not qualify at the “signatory” rate.

“Commercial Land” means that area of the Airport which is designed for businesses and commercial activity, but may be leased to private individuals at the commercial rate.

“Landside Non-Aviation Land” means that area of the Airport which is outside the airfield perimeter fence, and designated for any non-aviation related use.

“Non-Commercial Land” means that area of the Airport which is designed for private, non-business activities, but may be leased to commercial businesses at the commercial rate.

“SIDA Land” (or Security Identification Display Area) means that area of the Airport which is designated for SIDA activities/business, pursuant to 49 CFR 1500 series.

“Transient Aircraft” at the Airport means an aircraft that is not assigned to a permanent parking space, that is not subject to a written parking agreement with the Airport, that is not parked in its assigned permanent parking space, or that is double parked in an aircraft parking space.

“Undeveloped Land” means raw land that has not been filled to grade or been permitted for development.

Section 3. Notice of Proposed Adoption of a Regulation. The notice requirements of CBJ 01.60.200 were followed by the agency. The notice period began on _____, February 12, 2026, which is not less than 21 days before the date of adoption of these regulations as set forth below.

Adoption by Agency

After considering all relevant matter presented to it, the agency hereby amends these regulations as set forth above. The agency will next seek Assembly review and approval.

Date: _____

Yvette Soutiere, Chair
Juneau International Airport Board

Legal Review

These regulations have been reviewed and approved in accordance with the following standards set forth in CBJ 01.60.250:

- (1) Consistency with federal and state law and with the charter, code, and other municipal regulations;
- (2) The existence of code authority and the correctness of the required citation of code authority; and
- (3) Its clarity, simplicity of expression, and absence of possibility of misapplication.

Date: _____

Sherri Layne
Municipal Attorney

Assembly Review

These regulations were presented to the Assembly at its meeting of _____. They were adopted by the Assembly.

Date: _____

Breckan Henricks, Municipal Clerk

Filing with Clerk

I certify, as the clerk of the City and Borough of Juneau, that the following statements are true:

1. These regulations were accepted for filing by the office of the clerk at ___:___ a.m./p.m. on the _____ day of _____, _____.
2. After signing I will immediately deliver or cause to be delivered copies of this regulation to the attorney and the director of libraries.
3. A permanent file of the signed originals of these regulations will be maintained in this office for public inspection.
4. Effective date shall be the seventh day after the date of filing with the clerk, per CBJ 01.60.330, or later, as noted in the regulation.

Date: _____

Breckan Henricks, Municipal Clerk



TO: JNU Airport Board
FROM: Andres Delgado, Airport Manager
DATE: March 6, 2026
RE: Airport Manager's Report

A. UPDATE – TSA Security Audit

TSA is currently conducting a security audit at JNU, which is a periodic compliance review of the airport's security program, procedures, training, and records. The audit has been underway for several weeks and is nearing completion. Kathy Mancini, Airport Security Manager, and Miranda McHenry, Badging Officer, have been coordinating closely with TSA and supporting the on-site review process.

Staff will advise the Board at a high level once TSA issues its final results, including any required follow-up actions. Detailed audit information will not be shared publicly due to Sensitive Security Information restrictions. No Board action is requested at this time.

B. UPDATE – Federal Grant Applications and Congressional Support

In January 2026, JNU submitted several NOFO grant applications and has been coordinating with the Alaska Congressional delegation in support of those requests. Katie Kachel, CBJ's congressional lobbyist, confirmed that support letters for JNU's three grant applications have been drafted and sent to the Alaska delegation offices, and their staffs are working the requests.

Separately, the delegation is also preparing FY27 appropriations requests. As part of that effort, JNU confirmed that, in addition to continued FAA Airport Improvement Program (AIP) funding, it remains important for Congress to fund TSA exit-lane staffing and TSA law enforcement officer (LEO) reimbursement. Staff will continue coordinating with the delegation and will provide updates as more information becomes available.

C. UPDATE – ARFF Truck Delivery Delay & Engine A-1 Issue

A detailed ARFF fleet update, including the interim lease option and long-term replacement plan, is included as a separate item on this meeting agenda. In summary, the new 1,500-gallon ARFF truck remains scheduled to complete production in the last week of April, with arrival in Juneau projected for mid to late May and commissioning and entry into service by mid to late June.

Engine A-1 has been repaired and is back in service. Engine A-2 remains out of service pending repairs and the results of required testing. Per the MOU, the Gustavus loaner (Engine A-29) is expected to return to Gustavus in early April to support summer operations beginning in May.

Staff are coordinating coverage and contingency planning for the early April through late June period, and will bring forward the recommended stopgap approach for Board discussion under the ARFF agenda item.

Separately, the Rosenbauer Panther 6x6 order placed on February 27 has been confirmed and remains on schedule, with production completion anticipated in July and entry into service projected for October 2026. Once the new 1,500-gallon truck and the Panther are in service, JNU expects to have two brand-new primary ARFF vehicles in the fleet, with Engine A-1 transitioned to reserve status to improve overall resiliency. Staff will continue to update the Board on any material changes to timelines, testing results, procurement milestones, or fleet availability.

Hot Topics – The following items highlight ongoing issues staff is addressing in addition to regular Airport Project Reports.

D. NO CHANGE – Egan/Yandukin Intersection Improvements Project

AKDOT&PF has advanced the Egan/Yandukin concept to a partial signalized access intersection with an at-grade protected pedestrian crossing, consistent with findings from the Planning and Environmental Linkages study. JNU received an agency coordination letter requesting comments on potential impacts to resources under our jurisdiction. Comments were requested by March 4, 2026. JNU did not submit comments. No Board action is requested. Please visit the ADOT project website for additional information: <http://dot.alaska.gov/eganyandukin>.

E. NO CHANGE – Encampments on Airport Property

Encampments and trash in the Jordan Creek Greenbelt and other airport areas persist. JNU staff continue to monitor for airport safety and security and conduct cleanouts as required in coordination with partner departments. This remains a continuing challenge for the Airport.

F. NO CHANGE – Aviation Worker Screening (AWS)

On Dec 24, 2025, the D.C. Circuit issued its mandate making the prior vacatur of TSA's AWS National Amendment effective; on Dec 29, 2025, the court recalled the mandate as inadvertently issued; on Dec 31, 2025, ACI-NA and airport petitioners asked the court to re-issue the mandate. Pending further court action, airports are to maintain the worker-screening measures now in place.

On Oct 16, 2025, TSA instructed airports to maintain the worker-screening measures in place as of Aug 22, 2025 (date of the D.C. Circuit opinion) and indicated airports may pause work toward requirements with future implementation dates, including explosives detection equipment (EDSE) acquisition, until further notice, in coordination with the local TSA Federal Security Director. The prior EDSE purchase requirement targeted for April 2026 is therefore postponed indefinitely. DOJ did not file its Oct 21 status report. The Court ordered DOJ to respond to the coalition's petition for panel rehearing by Nov 12, 2025. JNU remains compliant with randomized screening across all hours while rulemaking proceeds.

G. NO CHANGE – Juneau–Douglas North Crossing

The PEL Study continues to advance. Level 2 Screening results were released in February 2025, followed by a Draft Final PEL in May, with the final study due after the June 9 comment deadline. The July 2025 report confirmed all five alternatives remain viable for NEPA review, with Salmon Creek scoring highest. DOT&PF and DOWL continue to assert that any alternative conflicting with approach surfaces or the ALP will be modified or removed. Additional information and documents are available at www.jdnorthcrossing.com, and comments may be directed to JDNorthCrossing@dowl.com.



MEMORANDUM

TO: Andrés Delgado, Airport Manager

FROM: Ke Mell, Airport Architect

DATE: March 4, 2026

RE: Airport Architect's Report

*Updates since last report in italics. Look ahead in **bold italics**.*

Mendenhall Riverbank Stabilization: *On February 26 staff inquired of the State of Alaska Department of Military & Veterans' Affairs (DMVA) as to the status of our reimbursement request. There are a number of administrative steps on the DMVA end, and due to their workload and staff turnover, it is unclear how long it will take. JNU anticipates being reimbursed in the amount of \$303,013, including direct costs (engineering and construction contractors) totaling \$294,180 and JNU staff costs totaling \$8,833 (5% of \$294,180). Staff hope to receive reimbursement in the current fiscal year and continue to monitor the reimbursement process, which is the only outstanding item for the project.*

JNU came through the 2025 jökulhlaup without damage. Staff were on site the morning of August 13 at 815a, about the time of peak flow. Water was high, but appeared to be 8-10' below the Emergency Vehicle Access Road/dike trail. Despite a number of trees floating past, the water velocity was relatively slow and was not scouring the riverbank. proHNS visited the site on the next day's low tide and provided a report with photos documenting no damage.

Island Contractors completed the work in late July of 2025 and staff sent the final engineer's report, with extensive photographic documentation of the completed rock armor, to DMVA.

At the August 21, 2024, low tide JNU staff and proHNS visited the site of the 2023 damage. There was no damage from the 2024 jökulhlaup additional to the 2023 damage.

The jökulhlaup that occurred on August 5, 2023 stripped approximately 110 lineal feet of rip rap from the Mendenhall River embankment just southwest of the float plane pond. Permanent work to repair damage must follow normal City and Borough of Juneau contracting and bidding procedures and permitting by relevant agencies. Eighteen months from August 5, 2023, is February 5, 2025. JNU staff applied for the eight-month extension on November 26, 2024; DMVA staff assured JNU that the extension would be granted.

Master Plan Update (MPU): *The Draft MPU is now available. A meeting of the Technical Advisory Committee will be scheduled to receive their input.*

On February 4 Michael Baker International (MBI) reported their schedule:

13 Feb 2026 Draft MPU to JNU and Federal Aviation Administration (FAA) – *Delivered on February 13*

31 March 2026 Draft Airport Layout Plan (ALP) to FAA

Assume 6 weeks for FAA review of ALP.

12 June 2026 Submit Final MPU and ALP to JNU and FAA

The Final MPU and ALP will be accepted by the JNU Board and the City and Borough of Juneau (CBJ) Assembly before being included in the CBJ Comprehensive Plan. These milestones have not been scheduled.

On January 5 JNU received a letter from the Federal Aviation Administration (FAA) stating: “The Federal Aviation Administration (FAA) approves the baseline scenario through year ten in the Juneau International Airport Master Plan Update submitted on December 16, 2025 for use in the Master Plan. We found the forecast to be generally consistent with the 2024 TAF. It uses current data and is supported by generally accepted forecasting methodologies. ... The existing and future critical aircraft for Runway 8/26 is determined to be the Boeing 737-900 or RDC D-III. ... The existing and future critical aircraft for Runway 8W/26W is determined to be the DHC-2 DeHavilland Beaver aircraft or RDC A-I.”

MBI presented an overview of their work to the CBJ Assembly Public Works and Facilities Committee at the Committee’s June 2, 2025 regular meeting, and to the JNU Airport Board at the April 10, 2025 regular meeting.

MBI visited JNU on December 4 and December 5, 2024. They met w/JNU staff and members of the TAC, toured the facilities and laid the groundwork for their work over the following year.

The current Airport Master Plan is being updated with regard to data and forecasts of aviation demands, expansion for future planning consideration, Airport Layout Plan, and related Exhibit “A”. This update will include an obstruction survey, but does not look to change the sustainability goals, environmental inventory, nor financial plan.

Channel/Loken/Coastal Contamination: *On February 13 JNU received a letter from the State of Alaska, Department of Environmental Conservation (ADEC), reviewing Cox Environmental’s responses to DEC review comments on Cox Environmental’s Site Characterization Report for field work conducted in April 2025. DEC requested additional groundwater testing, which Cox Environmental will do this spring. The testing is required by DEC to declare the Cleanup Complete with Institutional Controls.*

On June 30, 2025 JNU received the Site Characterization Report. Cox Environmental provided this summary:

- Soil: No Gasoline Range Organics (GRO) detected; one Diesel Range Organic (DRO) detection below cleanup levels; arsenic detected above migration to groundwater cleanup levels but below human health standards (considered naturally occurring).

- Groundwater: DRO detected below cleanup levels; arsenic detected above cleanup levels in three wells (considered naturally occurring); lead detected below cleanup levels.
- Extent delineated: Horizontal and vertical extent of GRO, DRO, and arsenic contamination delineated; lead plume delineated with additional wells installed.

CES recommends the site be evaluated for "Cleanup Complete with Institutional Controls" now that lead groundwater contamination extent has been delineated.

At the January 2025 Board meeting the Board approved the appropriation of \$43,338 for Cox Environmental for an updated site work plan and additional drilling/testing groundwater wells, as required by ADEC, for the contaminated site abutting Airport-Coastal/Loken property; up-front funding provided by Airport Fund Balance and repaid through an insurance claim through CBJ Risk Management.

On December 9, 2024 ADEC approved the Site Characterization Report submitted by Cox Environmental on July 15, 2024. In the letter ADEC stated, "Additional site characterization is required south of JIA-12 and west of CF-12 to determine the extent of the groundwater contaminant plume." Cox Environmental has submitted a budget for the work required.

Cox Environmental is under contract for JNU's ADEC required Site Assessment Work Plan (SAWP), and under contract with Loken for their parallel SAWP. Drilling on both properties to assess the extent of below grade contamination was completed on May 9, 2024. Cox Environmental reported that "Based on field screening, contamination is likely present in soil borings ... located in the vicinity of the decommissioned waste oil burner. The contamination was present down to the water table which was encountered at a depth of 9-10 ft. below ground surface (bgs). The borings on the eastern portion of the Coastal/JIA properties did not indicate contamination is likely present. We will issue a full report after we complete sampling of the newly installed groundwater wells next week and have the results of the soil/groundwater samples from the lab."

New Guardian Hangar by DoudBTS: *(No change)*

JNU and DoudBTS have executed the lease.

JNU does not currently have wastewater (sewer) capacity at the north side of the North East Development Area (NEDA), but partial provision of wastewater service was made in 2012, when a wastewater pump vault with forcemain line were installed a hundred feet or so east of the northeast corner of Lot 5. The pumps, valves, and electrical service were never installed because at the time there were no prospective tenants, and such infrastructure does not age well sitting unused.

Alan Steffert, water & wastewater engineer for CBJ Engineering is taking point on coordinating w/CBJ Wastewater personnel as to the particular infrastructure they will need in the empty vault that DoudBTS will be equipping for us. JNU and CBJ Engineering will jointly oversee design and construction to ensure quality and documentation. DoudBTS will have their engineer (PND) design and their contractor (ACC) install the work per CBJ Wastewater's requirements, which facilitates JNU's intent that CBJ Wastewater to take on maintenance (and future ownership) of the wastewater infrastructure. DoudBTS has not yet provided a cost for the work.

DoudBTS has engaged Alaska Commercial Contractors (ACC) for the project. ACC has constructed a temporary airfield security fence so construction can take place entirely on the unsecured (landside) of the airport. The Transportation Security Administration (TSA) has had the location of the temporary construction fence under review since November 20. At completion of construction, the permanent security fence will be installed.

DoudBTS has received a Phase I Environmental Survey Assessment, and shared it with JNU. JNU does not require an ESA from tenants, but tenant project financing and liability concerns do require it. The ESA did not reveal any issues.

In April 2025 JNU was approached by DoudBTS requesting to lease an airfield lot on which to construct a hangar for Guardian Flight. Guardian currently occupies an existing hangar on Lot 2 of Block P, on Livingston Way between the lots occupied by Airlift Northwest's hangar and the National Guard's hangar. The new hangar will be an upgrade for Guardian, and will be located on Lot 5 of Block P, just east of the Wings hangar.

Transportation Security Administration (TSA) Passenger Screening Equipment Replacement

Dave Nickerson w/ Consolidated Contracting Contractors (electrical subcontractor) was here from Anchorage on Monday, March 1 to field verify existing conditions. The rigging contractor has also contacted JNU staff. There has been no direct communication from the general contractor or the installer, and no communication from TSA since we received their Tenant Improvement Request in February. Apparently, JNU contact at TSA, Bobby Carter, has been furloughed due to the failure at the national level to enact a budget for the Department of Homeland Security. The budget failure is not delaying the actual work at JNU, as the work is being done by a contractor, not TSA directly.

This spring, April 20-24, TSA plans to replace the carry-on screening equipment. Both machines will be replaced. JNU has received a Tenant Improvement Request (TIR) for the work, but the information submitted was incomplete and staff have requested additional information.

Departure Lounge Carpet Replacement: *This project has been re-scoped into two parts:*

Part A: TSA Passenger Screening Area Carpet Replacement: *The carpet tile has been ordered and is expected in Juneau in March.*

Due to much more concentrated use, the carpet in the passenger screening area is in much worse shape than that in the Departure Lounge. This spring (April 20-24) TSA plans to replace the carry-on screening equipment. JNU will take this opportunity to coordinate with TSA's contractor for replacement of the carpet tile under the equipment when the equipment is replaced. JNU will replace the carpet tile in the rest of the passenger screening area as staff time allows. We will not have a good opportunity to replace the tile again until the next time TSA's equipment is moved.

Part B: Departure Lounge Carpet Replacement

As this carpet is in significantly better shape than that in the TSA screening area, this work has been deferred to a future project.

Carpet in the Transportation Security Administration (TSA) passenger screening area and the Departure Lounge needs replacing and continues to deteriorate; in the TSA screening area the work

must include repair of underlying irregularities in the floor slab that are telegraphing through the carpet and accelerating wear. The FAA will not pay for this work.

Staff Recruitment (*No change*) Due to last spring's retirements and resulting extreme short-staffing, staff have been working with CBJ Human Resources (HR) to update the position description and fill the position in support of the JNU projects office that Kris Ritter formerly occupied. Staff will continue to do so until the position is filled and on-boarded.

Secure Identification Display Area (SIDA) Americans with Disabilities Act (ADA) Elevator: (*No change*) On May 8 Northwind Architects submitted their fee proposal; staff are reviewing it.

On February 14, JNU received proposals from two design consultants, Jensen Yorba Wall and Northwind Architects. On March 24 Northwind Architects was selected and will begin contract negotiations with JNU shortly.

On March 4, 2025, the Assembly appropriated \$50,000 to the Manager for the Departure Lounge ADA Elevator Capital Improvement Project, funding provided by Airport Revolving Funds. The Airport Board reviewed and approved this at the December 12, 2024, meeting.

Staff thanks Mr. Bedford for participating in review of the two consultant proposals received for design of the elevator installation. In his email returning his comments, he noted: "I think that it is important that the elevator installation have minimum impact on the view of the airport from the sterile area. I think that it is beneficial to the airport and the aviation community as a whole that the traveling public be exposed to and take an interest in airport operations. Both proposals seem to recognize that the area on the ramp level between gates 3 and 5 is extremely congested but I would like to emphasize this point. Although the south wall of the terminal is probably the most logical site for the proposed elevator, that area takes the full brunt of the prevailing southeast wind, and this should be taken into account during the design process."

The work will be in two phases: 1) to conceptually identify possible locations and associated costs for an elevator; and 2) once a location is chosen, the architect and consultants will prepare bid documents. Staff estimate that concept design will be less than \$50K. Total design and construction costs will depend on the concept selected.

An elevator serving the Departure Lounge, Bagwell, and 121 Apron would facilitate ground boarding for passengers who cannot use stairs, and employee access between the floors. The elevator would require a SIDA badge for access and operation. Federal Aviation Administration (FAA) has reviewed the concept and stated that the project would be eligible for AIP or BIL funding.

E-1 Ramp Rehab: (*No change*) Staff have registered with the Alaska Heritage Resources Survey as a "qualified professional" and are editing the concurrence letters per Federal Aviation Administration (FAA) direction.

When the Categorical Exclusion (CATEX) application was submitted to the FAA in December of 2024, the FAA requested State Historic Preservation Office (SHPO) concurrence that no additional sites eligible for listing have been found or buildings have aged in (become 50 years old) since 2003. This requires a search of the Alaska Heritage Resources Survey website. Within the past year SHPO has restricted access to the website to “qualified professionals”. This would typically require CBJ to issue a Request for Proposals (RFP) for a qualified professional, evaluate their submissions, and contract for the services. For a small project like this, the administrative overhead—both time and money—to obtain the search is considerable. However, “qualified professionals” includes registered architects. JNU staff include registered architects, and staff have been granted access to the website. Normally the concurrence is a two-step process, but in this case—with the limited scope of the project and JNU having a qualified professional on staff, the FAA will approve a direct to findings process, skipping the first step.



MEMORANDUM

TO: Andres Delgado, Airport Manager

FROM: Mike Greene, JNU Airport Project Manager

DATE: March 4, 2026

RE: Project Office Monthly Report

Project specific summaries of project status and activity are presented below.

FAA Notice of Funding Opportunity (NOFO) Grant Applications: No change since last report. On December 8, 2025 the Department of Transportation (DOT), Federal Aviation Administration (FAA) announced the opportunity to apply for approximately \$1 billion in Fiscal Year (FY) 2026 competitive funds for the Airport Terminal Program (ATP), made available under the Infrastructure Investment and Jobs Act of 2021 (IIJA), Pub. L. 117-58. In this announcement, the FAA clarified that the FY 2026 ATP announcement would be the final announcement for this program. The purpose of the ATP was to make annual grants available to eligible airports for airport terminal and airport-owned Airport Traffic Control Tower (ATCT) development projects that address the aging infrastructure of our nation's airports. On January 15, 2026, JNU submitted the following grant applications to the FAA:

Grant Application 1: ATCT REPAIRS / UPGRADES:

Estimated total project cost: \$1,643,164

If awarded, the work would include the following:

- A complete upgrade to the existing ATCT fire detection and alarm system with an interconnection into the new terminal fire alarm panel.
- The introduction of a UPS-battery back-up system for the ATCT primary power distribution system.
- The replacement of the FAA owned primary power disconnect switch.
- The introduction of surge protection / arrestor devices on the four (4) tower electrical service panels. (X-Room Panel A, Panel THP, Panel TB and Panel TA)
- The installation of additional convenience outlets within the ATCT cab.
- The replacement of air-handler VU-5 which provides outside (make-up) air to the tower.

The tower was constructed in 1987. The fire detection and alarm system, the primary power disconnect switch, the convenience outlets within the tower cab and air-handler VU-5 were all installed as part of the original tower construction project.

The UPS battery back-up system and surge protection devices are needed to address fluctuations in the electrical service as provided by the local electrical utility.

Grant Application 2: ATCT ROOF REPLACEMENT:

Estimated total project cost: \$1,013,944

If awarded, the work would include the following:

- The replacement of the existing IRMA roof assembly with a new insulated heat welded TPO / PVC exposed membrane roof assembly.
- The replacement of the existing roof curb / hatch with a new insulated curb / hatch.
- The replacement of the existing interior fold-down roof access ladder.

- Modifications to the ATCT cab ceiling as necessary to trim out to the new access ladder housing. The roof assembly, roof curb / hatch assembly and access ladder assembly were installed as part of the original 1987 tower construction project.

Grant Application 3: TERMINAL MECHANICAL & ELECTRICAL REPAIRS / UPGRADES:

Estimated total project cost: \$2,193,088

If awarded, the work would include the following:

- The introduction of surge protection / arrestor devices on the primary service circuit breaker, the emergency generator load center, motor control center and thirty-nine (39) electrical service panels.
- The replacement of 36 air-water heat pumps within the older portion of the terminal.
- The replacement of the Dedicated Outside Air Supply (DOAS) air-handler in the east mechanical penthouse.

The surge protection devices are needed to address fluctuations in the electrical service as provided by the local electrical utility. The heat pumps and DOAS air-handler were installed in 2010 as part of the Terminal Renovation project.

The Board is advised that the work tasks within these NOFO grant applications have been re-assigned from other current projects and have been assembled within application packages best suited to meet the purpose of the ATP announcement. These work tasks were formerly included within the following projects:

- **JIA Surge Protection:** JNU has the 95% design documents as prepared by RESPEC for this project. The work calls for the installation of fifty-one (51) surge protection / arrestors as add-ons to the existing electrical distribution panels within the Terminal, the Snow-Removal Equipment Building and the Sand-Chem Building. Following receipt of the 95% documents, JNU requested a fee proposal from RESPEC to design an Uninterruptible Power Supply (UPS) battery-back-up system for the control tower, and to incorporate this design into the design documents for the surge protection project. JNU has instructed RESPEC to suspend their design effort on this project until it is known whether or not JNU has been awarded any of the NOFO grants.
- **Air Traffic Control Tower – Temporary Fixes:** JNU has fee proposals in-hand from RESPEC to complete the mechanical and electrical engineering design work needed to address the following:
A complete upgrade to the existing tower fire detection and alarm system.
 - o The existing fire detection and alarm devices are obsolete and need to be upgraded to addressable components that are compatible with the new terminal fire alarm system.
 - o The entire system installation needs to be reviewed for code-compliance.
 - o The interconnection between the tower FA system and the terminal FA system is to be maintained.

The removal and replacement of existing air-handler VU-5 which provides outside (make-up) air to the control tower. Following modifications during the terminal renovation project, this air-handler also provides limited back-up heating to the tower.

- o The VU-5 replacement would be a compact high-efficiency air-handler with heating coil(s) and a filter bank.
- o The new air-handler would primarily be controlled by the existing building automation system with some occupant control.
- o The new air-handler would be capable of providing heating to supplement the heat provided by the ceiling mounted cassettes up in the cab.
- o The new air-handler would be equipped with Variable Frequency Drives to control fan speeds and supply (make-up) air rates.
- o The new air-handler would provide positive air-pressure within the tower.
- o The new air-handler will include an occupant controlled “air-replacement” system used to evacuate air from the tower cab. This system would allow occupants to initiate an

automated sequence that would temporarily ramp-up the outside air delivery rate into the cab to flush the cab of excessive heat and/or jet exhaust fumes.

- Associated work will include the introduction of temperature-controlled make-up air into the FAA breakroom. This would address a long-standing code deficiency.

The replacement of the FAA owned primary power disconnect switch.

- During the terminal renovation project, it was discovered that this switch was in very poor condition. The concern is that there is a possibility that if used to power-down the cab, the switch may not be able to hold when use to return power the cab.
- The introduction of surge protection devices on the four (4) tower electrical service panels.
 - This work is already a part of the existing surge protection / power conditioning project with RESPEC.
- The introduction of additional convenience outlets within the tower cab.
 - Per FAA ATC Request: “convenient and strategic locations within the Tower Cab based upon ATC and Tech-Ops recommendations”

Following the FAA’s issuance of the FY 2026 ATP announcement, JNU suspended work on these projects out of concern that Sponsor funded design contracts may not be needed if JNU is awarded one or more of the NOFO grants. In the event that JNU’s application 1 and 3 are not awarded, JNU will proceed with the projects as funding allows.

Runway Shoulder Grading and Navigational Aids (NAVAIDS): JNU has executed the Reimbursable Agreement (RA) and has provided funding to the Federal Aviation Administration (FAA) to complete their preliminary planning and in-house engineering review of the RSA Shoulder Grading project.

The Federal Aviation Administration’s Air Traffic Organization (FAA-ATO) will now commence work to complete an internal engineering design review of the project to determine whether the surface grade slope adjustments within the Runway Safety Areas (RSA’s) are being brought to “standard” and whether bringing the surface grades to standard will adversely impact the FAA owned NAVAIDS that are located on both ends of Runway 8-26. JNU has not been advised as to when the FAA’s review will be completed.

It remains the position of FAA-ATO that should the FAA engineering review determine that the grading work adversely impact the VASI installation, the FAA will want the scope of the RSA Shoulder Grading project to be expanded to include the removal of the VASI and the installation of the new PAPI.

The Board is reminded that the overall project schedule continues to be impacted – based on the preceding and on the following:

- It is anticipated that the current approved project CATEX (Categorical Exclusion) will need to be revised and re-submitted to the FAA to reflect any changes initiated by the FAA into the project scope of work.
- It is anticipated that the FAA review will introduce additional modifications to the current set of design documents.
- Should the FAA determine that the grading work will “adversely impact” the existing VASI, they will be looking to utilize the JNU RSA Shoulder Grading project as the mechanism to install the new PAPI equipment. This will require additional modification to the current set of design documents. It will also be necessary for JNU’s design consultant (HDR Engineers) to expand their scope of services to include the necessary electrical engineering.
- It is also anticipated that the JNU’s Floodplain Development Permit application will need to be revised and re-submitted to CBJ Community Development to address any changes to the project scope of work.
- The US Army Corps of Engineering permit that had been obtained for the project was set to expire on March 14, 2026. A permit extension has been requested. This request has not yet been granted.

The Board is also reminded that the FAA has advised that they are going to require a second construction phase RA which will address the costs associated with the FAA's involvement during the project's construction phase. At this time, the extent of the FAA's involvement during construction, and the associated costs to JNU remains unclear.

Movement Area Markings: No change since last report. JNU Staff continues to assist the JNU Business Office on the preparation of a Request For Quote package that is being readied for competitive bid. This will be a four-year term contract to provide all materials and labor needed for the repainting of aircraft movement area markings on the runway, taxiways and aprons. JNU Staff is working on the preparation of a Construction Safety Phasing Plan (CSPP) for the project, as well as reviewing the RFQ documents for compliance with the FAA's December 19, 2025 "Contract Provision Guidelines for Obligated Sponsors and Airport Improvement Program Projects."

Rehabilitate Part 121/135 Apron and Remain Overnight (RON) Parking Apron: JNU has accepted a revised fee proposal, in the amount of \$7,037.00, from SECON / Chatham Electric (via RFP 24) to remove the motion sensors from the lighting control sequence. This revised cost represents a 50% reduction from the contractor's initial proposal. Per this RFP, the motion sensors will be removed from the poles, and the controls components will be removed. All removed items will be salvaged to Owner. The associated wiring within the light poles and vaults would remain and be abandoned in place with identifying labels.

The project, still contractually scheduled to be substantially complete on September 30, 2026, will soon be determined to be substantially complete and JNU and DOWL will then move into the close-out phase.

Culvert Condition Survey – Jordan Creek @ Runway 8-26: No change since last report. As previously reported, JNU has received the condition survey as prepared by proHNS engineering for the large half-arch aluminum culvert assembly which allows Jordan Creek to pass beneath Taxiway A and Runway 8-26. In their report, proHNS stated the opinion that an immediate catastrophic failure of the culvert is unlikely. The report goes on to state that continued deterioration is likely, and that repair work is recommended, even if the source of deterioration is determined and eliminated. proHNS has identified three (3) repair-in-place options, recommending them for further study. They would not require open trenching, would not require a closure of Runway 8-26 and would not require extensive permitting.

At this time, JNU does not have estimated construction costs for any of the three repair options. JNU has confirmed with the FAA that replacement / repair costs would not be AIP eligible because the culvert is within the 20-year useful life of grant 60-2014 and because the FAA considers this work to be a maintenance project.

JNU has requested a fee proposal from proHNS Engineering to complete the necessary design phase services and to provide bid-ready construction documents (technical specifications and drawings) based upon one of their three repair-in-place recommendations. The RFP has requested that the design consultant complete a structural analysis of the recommended repair option to verify that the repair would become a permanent load bearing replacement for the culvert in the eventuality that the old culvert fully deteriorated away. The RFP also requested that the design consultant prepare detailed construction cost estimates throughout the design process.

It was JNU's hope that proHNS' services could be obtained through CBJ's Term Consultant Contract – which has a \$50K cap. proHNS has advised that they cannot complete the identified scope for under \$50,000. proHNS also advised that based on their research into the three repair options that would not require runway shutdowns, the project is going to require specialty design services. Based on this communication, it would now appear necessary for JNU to obtain design services for this project by issuance of an official RFP for Consultant Design services through CBJ Contracting.

Airport Contract Reviews: JNU Staff continues to review the FAA’s December 19, 2025 “Contract Provision Guidelines for Obligated Sponsors and Airport Improvement Program Projects.” These Contract Provisions introduce required and mandatory language that needs to be incorporated – to some extent - into all contracts used by JNU. The initial focus has been to identify the necessary revisions within the large project construction contracts and consultant professional service design contract. This review is being coordinated with CBJ Law, CBJ Finance and CBJ Contracts.

Airport Construction Document Archiving: JNU Staff continues to work on sorting, scanning and culling the old, archived construction documents, as-built documents and miscellaneous reports.

End of Report

Good evening Juneau Assembly, Airport Board Members & Director Andres,

I've lived in Juneau since 2009 and have been amazed at the growth we've had in our airport and commend the board for the forward actions taken to keep traveling in and out of here fairly pleasant.

As a very frequent, worldwide traveler – we sadly have a very sore thumb that seems to occur ONLY here in Juneau (last year I flew thru 31 airports alone, I'm at 14 this year so far).

Our local TSA.

Now I could go on a massive tangent, as a former airline executive who also oversaw our airlines' AOSSP and TSA programs – with contacts in TSA Regulatory about what goes on here, and its not quite... standard in the sense of experience we have in other airports. I recently traveled to a travel show in Phoenix with 3 porcelain Princess Cruise ships – they are 5 to 12" in length. The year prior, I had those along with a McKinley Explorer Train set I use as a display, and even with almost 30 years of airline experience (including time as a ramper), I'm quite cautious over how I pack things to make sure they don't break. Well, when I did this same trip last year, everything was smashed as I had carefully packed it in a tote as checked luggage. TSA in Juneau had gone thru my tote and did not repack everything properly, I filed a damage claim with TSA, who rejected it since they claim it could have been caused by Alaska Airlines handling or my own packing, and Alaska denied my claim because TSA had left their lil flyer in there. I've also had numerous checked baggage items in Juneau that also had secondary screening & weren't repacked correctly – and arrived at my destination with damaged items. Odd, I don't have this problem coming TO Juneau from the likes of Florida, Arizona, Kansas City, and other points.

So this year I put them in my carry-on. I had PreCheck. Yet they spent 15 minutes going thru my bag, unpacking and UNWRAPPING these ships – even at my request to just simply run them thru the scanner again (which is normal TSA protocol). The TSO said she had to physically touch them. This blew my mind. And it explained why my ships got destroyed (along with \$250 in model train cars) last year. The TSO didn't even want to repack them, I told her “no, you unpacked them, I expect TSA to repack them in the same manner so they don't get destroyed”. I did my best to calm my “inner Karen” and even told her and the supervisor (who came over to assist) about what happened last year. I also inquired why they have to do this, when no other airport does.

Well, getting to Phoenix took me a bit longer, I ended up in Boise. While in Seattle, I left to have dinner at 13 Coins with friends. Odd, the Seattle Checkpoint 1 TSA didn't put my carry-in into secondary. Nor did Boise on my way to Phoenix. After the show in Phoenix, I flew to Ft Lauderdale, where the Terminal 3 TSA PreCheck agents also did NOT perform a secondary screening on my bag. We're now at 3 airports. I then continued on to Panama City, with the Princess ships in my bag, and went thru a “PreCheck-Light” checkpoint – similar to Juneau at Concourse H/J in Miami – and guess what, no secondary search.

There is something inherently going on here in Juneau.

So, in my frustration I did a post on a social media site asking “how do we fix it” – and it seems there’s a LOT of complaints about TSA’s protocols here in Juneau. And some very valid arguments from travelers like me who have PreCheck (and Global Entry/Nexus).

I’m not sure how to fix or resolve this, as the FSD (TSA director) will probably come up with a million excuses, but as a citizen, this is getting tiring and exhausting. Your fellow citizens are also tired of this, especially since we don’t have to deal with this in Fairbanks, Anchorage, Seattle, Vancouver, Whitehorse, or even tiny little Dickinson, North Dakota.

I encourage the airport board to look into the TSA Screening Partnership Program that will bring in a new party to handle our screening. Being a private company, they actually have to care about the consumer and I can tell you that I’ve been thru a handful of these checkpoints and the experience was significantly more pleasant. San Francisco, Kansas City, Key West, Sarasota, numerous airports in Montana use it, and their scores are probably ridiculously higher than the TSA customer service scores at TSA-ran checkpoints. Another plus to engaging the SPP is they are forward funded and exempt from government shut downs, so they will always get paid.

I’ve worked with SPP when doing contract work for a few airlines and setting up their stations and it was complete night and day, although we had dual inspections (their own internal checks and then TSA regulatory), but the experience was night and day.

Here is a link on the SPP: <https://www.tsa.gov/for-industry/screening-partnerships>

Newsire link: <https://www.homelandsecuritynewswire.com/more-airports-consider-replacing-tsa-private-contractors>

I’d be happy to talk to the board during an upcoming meeting about this, but many of us travelers are very frustrated with the operation of TSA here, and the responses of their staff. This is not an effective government agency in Juneau and we should opt into the SPP.

-n

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